



# MEETING — AGENDA —

*Ngā Take*

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Western Bay of Plenty  
District Council

# KATIKATI COMMUNITY BOARD

*Poari Hapori*

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**K12**

**Wednesday, 2 May 2018**

**Katikati Library and Service Centre**

**7.00pm**

# Notice of Meeting No K12 Te Karere

## Katikati Community Board Poari Hapori

**Wednesday, 2 May 2018**  
**Katikati Library and Service Centre**  
**7.00pm**

Members:

J Hobbs (Chairperson)  
B Gibbs (Deputy Chairperson)  
N Mayo  
B Warren  
Councillor P Mackay  
Councillor M Williams

Media  
Staff

Miriam Taris  
**Chief Executive Officer**  
**Western Bay of Plenty District Council**



*Western Bay of Plenty*  
*District Council*

Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru

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# Katikati Community Board

## Mangai o Te Kaunihera

### Role and Purpose of Community Boards

- To represent, and act as an advocate for, the interests of their communities
- To consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the community board
- To maintain an overview of services provided by Council within the community
- To prepare an annual submission to the Council for expenditure within the community
- To communicate with community organisations and special interest groups within the community
- To undertake responsibilities as delegated by Council or its Committees

### Delegated Functions

Subject to compliance with Council strategies, policies, plans and legislation:

- To maintain an overview of road works, water supply, sewage, stormwater, parks, recreational facilities, community activities and traffic management within the community and make recommendations to Council and its Committees in accordance with their delegated functions
  - To report and make recommendations to Council and its Committees in accordance with their delegated functions on issues facing respective communities to promote public participation and communication within respective communities
  - To undertake tasks, powers and functions as may be delegated by Council or its Committees in accordance with their delegated functions from time to time
  - To control, expend and monitor funds as allocated by Council
  - To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land
- Or
- In accordance with allocations which have been approved through the annual plan process:
- To have input into Council and its Committees on issues and plans affecting the respective communities
  - To provide an effective mechanism for community feedback to Council
  - To receive reports from Council appointees on Council matters relevant to the Community Boards

# Agenda for Meeting No. K12

Pages

**Present  
In Attendance  
Apologies**

## **Public Forum (If Required)**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to three minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

## **Recommendation**

*THAT the meeting adjourn for the purpose of holding a public forum.*

K12.1

### **Presentation – Dave Hume Pool**

Ann Billing representing the Dave Hume Pool Trust will give a presentation to the Board.

K12.2

### **Minutes of Meeting No. K11 of the Katikati Community Board Held on 14 March 2018**

7-15

A copy of the minutes are attached.

## **Recommendation**

*THAT the minutes of meeting no. K11 of the Katikati Community Board held on 14 March 2018 as circulated with the agenda, be confirmed as a true and accurate record.*

K12.3	<b>Chairperson's Report</b>	16-32
	Attached is a report from the Chairperson dated 18 April 2018.	
K12.4	<b>Councillor's Report</b>	33
	Attached is a report from Councillor Mackay dated 17 April 2018.	
K12.5	<b>Community Board Grant Applications - May 2018</b>	34-36
	Attached is a report from the Democracy Advisor dated 16 April 2018.	
K12.6	<b>Katikati Library Update</b>	37-38
	Attached is a report from the Customer Relationships Manager dated 16 April 2018.	
K12.7	<b>Animal Services Activities Katikati - January - March 2018</b>	39-41
	Attached is a report from the Compliance and Monitoring Manager dated 16 April 2018.	
K12.8	<b>Options to Change Unformed Thompsons Track Road to Recreation Reserve</b>	42-47
	Attached is a report from the Legal Property Officer dated 5 April 2018.	
K12.9	<b>Infrastructure Services Report Katikati - May 2018</b>	48-57
	Attached is a report from the Deputy Chief Executive dated 16 April 2018.	
K12.10	<b>Financial Report Katikati - February 2018</b>	58-60
	Attached is a report from the Management Accountant dated 3 April 2018.	
K12.11	<b>Council, Standing Committee and Community Board Meetings</b>	61
	Attached is a schedule of meetings for the months of May and June 2018.	

**Recommendation**

*THAT the schedule of meetings for May and June 2018 be received.*

## Western Bay of Plenty District Council

**Minutes of Meeting No. K11 of the  
Katikati Community Board held on 14 March 2018  
in the Katikati Library and Service Centre  
commencing at 7.00pm**

### **Present**

Members J Hobbs (Chairperson), B Gibbs (Deputy Chairperson), N Mayo and B Warren and Councillors P Mackay and M Williams

### **In Attendance**

E Holtsbaum (Group Manager Technology, Customer and Community Services), S Harvey (Roading Engineer East/West), B Williams (Strategic Property Manager), His Worship the Mayor Garry Webber, Councillor D Marshall, Waihi Beach Board Chairperson A Sole, and A Alty (Democracy Advisor)

### **Others**

Nine members of the public and Kristin Dunne (Chief Executive Officer Tourism Bay of Plenty)

### **Public Forum**

**Resolved:** Members Hobbs / Gibbs

*THAT the meeting adjourn for the purpose of holding a public forum.*

### **Earl Drive Commercial Area - Current Parking**

George Van Dyke advised the Board that he and Member Mayo had visited business owners and operators in Earl Drive and asked them about parking and vehicle congestion in the immediate vicinity. Some businesses had off-street parking, and others had only access to on-road parking. Any on-road parking was taken up on a 'first in - first served' basis. The end turn-around area of Earl Drive was extremely difficult for vehicles to negotiate during business hours when the majority of parking spaces were occupied.

Mr Van Dyke had compiled a record of the history of the land and the subsequent development of Earl Drive and the commercial businesses in the immediate area.



The Roading Engineer (East/West) had advised that he was happy to meet with Board members to discuss an evaluation of the parking situation in Earl Drive to achieve a more functional roadway for the area and the industrial activities it served.

The Chairperson thanked Mr Van Dyke for speaking on this topic.

### **Request to Reduce the Current Speed Limit on Tetley Road**

Mr Anton Mitchell spoke to the Board on behalf of some of the property owners in the new subdivision on Tetley Road. He asked that a section of the roadway from the intersection of Marshall Road to Number 193 Tetley Road be classified as a 50 kilometres per hour speed limit zone. The speed limit for this section of Tetley Road was currently set at 70 kilometres per hour. The Board was advised that over the next 18 months as the new subdivision developed up to 50 more dwellings there would be an increase in vehicles using this roadway.

The Board noted that Wills Road had a 50 kilometres per hour speed zone limit and they would look at taking this speed limit from Marshall Road to Wills Road.

The Board supported the suggestion put forward by Mr Mitchell and would support the reduction of the current speed limit from 70 kilometres per hour on Tetley Road to 50 kilometres per hour in the next annual speed limit review.

### **Katikati Community Sports Centre Group**

Representing the Katikati Community Sports Centre Group, Ben Warren spoke to the Board outlining his concerns relating to Moore Park. He requested that as the Moore Park Sports Field Development was an approved project it should appear as a regularly reported item within the Infrastructure Services Report under the itemised updates from Reserves.

Mr Warren advised the Board of the Katikati Community Sports Centre in relation to the recent notice received that earthworks on Moore Park had been delayed. It was his opinion that this in effect caused a two-year delay to the proposed Moore Park Sports Field Development.

Mr Warren advised that he had called the Western Bay of Plenty District Council Office numerous times over the past three years advising that the standard of mowing for the Moore Park and Uretara Sports field had not been carried out at the appropriate level. The mowing was not at the same level for Tauranga city sports fields and repeated requests for this to be rectified had not been actioned. He felt that the level of service in regard to the required mowing standard was poor, and the service request system had not achieved any solution to his previous requests.

Mr Warren advised that he had requested a meeting with Council staff to clarify aspects of concern that he had highlighted.



### **Walkway and Cycleway Development Throughout Katikati**

Jacqui Knight spoke on behalf of the Katikati Trails Development Group and expressed concerns that work relating to the walking tracks that were under development from the end of Park Road, around the outside of Sommerset joining the footpath by Preston Drive had not progressed.

Council staff had advised that the project was not a priority, which was extremely disappointing to the volunteers who had worked so hard in the continuing development of walking and cycling trails throughout Katikati.

**Resolved:** Members Warren / Mayo

*THAT the meeting be re-convened in formal session at 7.23pm.*

#### **K11.1 Presentation - Tourism Bay of Plenty**

The Board considered a presentation from Kristin Dunne, the Chief Executive Officer of Tourism Bay of Plenty.

Ms Dunne advised that Tourism Bay of Plenty served the area from Waihi Beach to Ohope Beach. In the continuing strategy for tourism in the region, thinking about destination marketing for tourism in the Bay of Plenty it was important to realise that the greater tourism spend benefits the whole community. Research would be undertaken to develop strategies that would provide the necessary benchmarks for the future.

It was noted that the Bay of Plenty region was 'our place to share' and while aware that tourism can cause outrage in some communities because of the extra demands on facilities and infrastructure, ongoing guardianship was needed to be mindful of environmental, social, cultural and economic factors.

The following points relating to the purpose of Tourism Bay of Plenty are to:

- Create sustainable growth of the tourism sector, to the benefit of the local community;
- Manage, develop and plan growth, taking into account, environmental, social and cultural interests;
- Work alongside public and private organisations to make the region a more compelling and attractive visitor destination.

Comment was made that many residential ratepayers felt that there were no benefits to them paying a general rate contribution for tourism and it was recognised that this question was one of national debate and concern.

In concluding her presentation Ms Dunne advised that the Tauranga City Council would consider a submission from Tourism Bay of Plenty for increased funding as part of the Visitor Economy Strategy 2018-2028.

**Resolved:** Member Hobbs / Councillor Mackay

*THAT the presentation from Tourism Bay of Plenty be received.*

K11.2

**Minutes of Meeting No. K10 of the Katikati Community Board held on 31 January 2018**

The Board considered the minutes of K10 of the Katikati Community Board held on 31 January 2018 as circulated with the agenda.

**Resolved:** Councillor Mackay / Member Gibbs

*THAT the minutes of meeting no. K10 of the Katikati Community Board held on 31 January 2018 as circulated with the agenda, be confirmed as a true and accurate record.*

K11.3

**Code of Conduct - Item Lying on the Table**

**Resolved:** Members Hobbs / Councillor Williams

*THAT the Board agree that the motion of censure proposed in Resolution K10.2.4 of the meeting held on 31 January 2018 be suspended at this time as an outcome of the independent mediation process.*

K11.4

**Council Decisions on Board Recommendations - March 2018 - Accommodation Options - Old Katikati Library and Area Office**

The Board considered a report from the Democracy Advisor dated 27 February 2018 as circulated with the agenda.

**Resolved:** Members Gibbs / Mayo

*THAT the report of the Democracy Advisor dated 27 February 2018 titled Council Decisions on Board Recommendations - March 2018 in regard to Accommodation Options Old Library and Area Office be received.*

K11.5

**New Katikati Library - Project Update**

The Board considered a report from the Customer Relationships Manager dated 28 February 2018 as circulated with the agenda.

**Resolved:** Councillor Mackay / Member Hobbs

*THAT the Customer Relationships Manager report dated 27 February 2018 and titled New Library Project Update be received.*

**K11.6 Chairperson's Report**

The Board considered a report from the Chairperson dated 27 February 2018 as circulated with the agenda.

**K11.6.1 Community Board Open Day**

The Community Board had held an open day on 4 March 2018. Displays by the local St John and Red Cross organisations at the same time generated local interest and there had been a constant flow of people who attended and joined in good conversations.

**K11.6.2 Earle Drive Industrial Area Parking**

The Roading Engineer (East/West) advised that the current parking arrangements on Earl Drive would be evaluated and options considered to achieve a more functional roadway for the area and the industrial activities it served.

**K11.6.3 CCTV Update**

The Board was advised that the approved CCTV installer had been requested to provide an update report on the CCTV system to be located at the requested locations (Reference K22.16 3.9).

**K11.6.4 Photo ID - Request from the Community Response Team**

A request from the Katikati Community Response Team to have photo identification of its members had been received. Staff advised that a representative of the Katikati Community Response Team should liaise with the Manager Community Resilience of Emergency Management Bay of Plenty in the first instance.

**K11.6.5 Long Term Plan - Consultation Document and Have Your Say Events**

The Long Term Plan Committee would adopt the Consultation Document on 15 March and this would be followed by a six-week consultation period from 23 March to 3 May. A 'have your say' event would be held at Katikati on the 14 April 2018 from 10.00am to 12.00pm at St Peters Anglican Church. The event would include a registration area, informal information area and a separate area for a roundtable discussion between the community and Councillors/Community Board Chairs.

It was important that members of the public were encouraged to attend the 'have your say' events.



**Resolved:** Members Warren / Hobbs

*THAT the Katikati Community Board Chairperson's Report dated 27 February 2018 be received.*

K11.7

### **Councillor's Report**

The Board considered a report from Councillor Williams dated 28 February 2018 as circulated with the agenda.

### **Pacifica Communities in the Western Bay**

Councillor Williams reported on the excellent Community Committee meeting held on 1 February 2018 with Pacifica peoples from the region. It was important that we reach out to all people in our growing and changing communities to gain an understanding of the diversity and cultural needs of all those who live and work in our region.

### **Transport Update - state Highway Two, Katikati Bypass, Bay of Plenty District Council East Region**

Community Board Members were reminded that submissions to the Bay of Plenty Regional Council Regional Land Transport Plan would close on 23 March 2018. Key dates for the Regional Land Transport Plan were notified as:

11-12 April 2018	Hearings
7 May 2018	Deliberations
8 June 2018	Regional Transport Committee recommendations on the Plan to the Bay of Plenty Regional Council
21 June 2018	Regional Council considers plan for approval
30 June 2018	Final Plan submitted to NZ Transport Agency
31 August 2018	NZ Transport Agency releases National Land Transport Programme

Councillors advised that a recent tour of the Omokoroa and Katikati area with Labour Government representatives had been a valuable opportunity to show the specific traffic concerns of each township area, which highlighted issues relating to the northern corridor highway.

### **Smartgrowth Update**

The Smartgrowth Leadership Group recently undertook a tour of the Eastern Corridor that provided an overview of the Te Tumu, Te Puke and the Rangiuru Business Park area highlighting how our respective councils should be planning for the future of our communities.

### **Representative Review**

Staff had been available immediately before each of the Community Boards at Waihi Beach, Omokoroa and Katikati to provide information relating to the forthcoming representation review as part of the legislative requirements that Council must review its representation arrangements every six years. There had been minimal attendance by members of the public wanting to know more about the review.

Over next few weeks, everyone would get a letter about the representation review that would highlight the importance of the process and validate future representative arrangements for the next two trienniums.

### **Katikati/Waihi Beach Ward reserve Management Plans**

The Board was advised that the Katikati/Waihi Beach Ward Reserve Management Plans would be reviewed and after acceptance of the draft consultation plan by the Policy Committee on 12 April, the plan would be available to the public for a two-month consultation process.

**Resolved:** Councillor Williams / Member Hobbs

*THAT the report from Councillor Williams dated 28 February 2018 be received.*

### **K11.8 Infrastructure Services Report Katikati - March 2018**

The Board considered a report from the Deputy Chief Executive dated 21 February 2018 as circulated with the agenda.

#### **K11.8.1 Report on Findings from Surveillance at Thompsons Track**

Following a request from the Board to use surveillance equipment to catch illegal dumpers/vandals at various points along Thompsons Track it was reported that during the two-month surveillance period, no new dumping had been witnessed. Evidence gathered over the two month period suggested that the cameras were not continually required and dumping would be assessed on a case-by-case basis.

#### **K11.8.2 Katikati Wastewater Treatment Plant Resource Consent Renewal**

The Board was aware that draft consent conditions to the Bay of Plenty Regional Council required Council to look at alternative options for the long-term discharge of treated wastewater from the Katikati Wastewater Treatment Plant.

Member Hobbs and Councillor Mackay were members of the working group established to assess various options available. Site visits had been made

in conjunction with advice on beneficial reuse of wastewater and options were being further investigated. Regular updates on progress in this matter would be provided to the Board.

### K11.8.3 **Community Roothing**

The Board was advised that the proposed Fairview Road kerb and channeling and the Stewart Street widening were currently being designed and priced for Community Board consideration. The project work was delayed by current high workloads.

Comment was made that there were local contractors in Katikati who were able to do the required work and it was felt that they should be given the opportunity to undertake local projects.

### K11.8.4 **Bird Walk Erosion**

The Chairperson advised that in July 2017 it was reported in the Infrastructure Services Report (Item 2.3) "that the Bay of Plenty Regional had agreed to undertake any erosion protection works under their generic work consent and had offered to manage the process on the basis that Western Bay of Plenty District Council paid for the physical construction work."

At the Katikati Community Board (K6 19 July 2017) Board members had commented that until the flow control gates were fixed the silting of the Uretara Stream and erosion of the bird walk embankments and pathways would continue and the Bay of Plenty Regional Council needed to address this situation.

The Board was under the impression that the work would be undertaken during the 2017/18 summer and this included putting in a new culvert pipe and associated work to allow water to flow, thereby removing the water turbulence caused by the small culvert pipe currently in place that resulted in the erosion of the embankments.

It was extremely disappointing that none of the proposed work had been undertaken.'

### K11.9 **Financial Report Katikati - January 2018**

The Board considered a report from the Management Accountant dated 22 February 2018 as circulated with the agenda.

**Resolved:** Councillor Mackay / Member Gibbs

*THAT the Management Accountant's report dated 22 February 2018 and titled Financial Report Katikati - January 2018 be received.*



K11.10            **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of March, April and May 2018.

**Resolved:**        Members Hobbs / Councillor Williams

*THAT the schedule of meetings for March, April and May 2018 be received.*

The meeting concluded at 8.42pm.

Confirmed as a true and correct record.

\_\_\_\_\_  
J Hobbs  
Chairperson  
Katikati Community Board

\_\_\_\_\_  
Date

K11

## Western Bay of Plenty District Council

### Katikati Community Board

### Chairperson's Report – May 2018

#### 1. Naming of Katikati New Library and Community Space

At a meeting chaired by Mayor Webber in February and attended by Councillors Mackay, Marshall and Williams, Community Board Members Hobbs and Gibbs (Mayo and Warren were apologies) and Community Leaders Paula Gaelic, Steve Graveson and Jacqui Knight it was recommended that the name for the new Katikati Library and Community Hub be called The Centre. Subsequently, at a workshop held on 6 April 2018, the Community Board discussed additional naming options for the new facility and chose the Maori name that has already been successfully consulted with the community - Pātuki Manawa (see attachment). The Board feels this name meets the Local Authority Responsibilities for Standards for New Zealand Public Libraries, was generally well received in the Facebook community engagement and is a good fit for the Katikati Town Centre. I have attached for information a summary – "Katikati Library and Community Hub - The Journey so far...."

**Attachment A**

Recommendation:

1. ***THAT the Katikati Community Board agree that the name of the new Katikati Library and Community Hub complex be 'The Centre' and confirm that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.***
2. ***That the Katikati Community Board recommend to Council that Council formally adopt the name of the new Katikati Library and Community Hub complex as 'The Centre' and that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.***

#### 2. Funding for Kitchen Fit-Out for the New Library

The Board has agreed to fund the fit-out of the Kitchen in the hub at The Centre. The funding allocation is to be made subject to the Board being satisfied that the project has been rigorously managed, and there is insufficient funds for the kitchen from the original budget. The provision of up to \$30,000 from the Katikati

Community Board Reserve Account would assist the completion of the kitchen in the hub of The Centre.

**Recommendation:**

***THAT the Katikati Community Board allocate funding up to \$30,000 for the fit-out of the kitchen in the new Katikati Library and Community Hub from the Katikati Community Board Reserve Account, subject to the Board being satisfied that the project budget had been rigorously managed and there were insufficient funds for the kitchen from the original budget.***

**3. Parking Items**

I have asked for an update on the Parking Bylaw outcomes, the implementation of the restricted parking times in the Memorial Hall carpark and at the end of Beach Road.

The Roading Engineer (East/West) has advised that the works were originally planned for late January however, West Link raised some minor discrepancies between the proposed plans and the by-law details which need to be reviewed by Council road and compliance teams to ensure the markings could be legally enforced. Instruction was then sent out to the road marking team.

Road Markings are carried out over a district wide approach, which started in the eastern end of the district and can often take several months to complete based upon frequency of night works and weather, but certainly helps to minimise sub-contractor establishment costs.

Works should be completed within the next 4-6 weeks.

**4. Moore Park - Park and Ride Bus Stops**

I have asked for an update on the proposed Moore Park Park and Ride proposal and this should be available for the Board meeting on 2 May 2018.

**5. Digglemann Park Public Toilet Update**

I have been advised of the following costs to-date in regard to the Katikati Community Board recommendation (K9.6.1 ) to allocate funding to to \$10,000 from the Katikati Community Board Reserve Account to cover the cost of the installation of synthetic roof tiles on the new toilet block in Digglemann Park.

The balance is shown as:

- \$6460 for supply of the synreed thatch
- \$99 for additional framing timber



- \$266 for façade timber treatment
- \$220 for additional fastening hardware
- **TOTAL OF \$7045 + GST**

The current total user count across the three cubicle counters is 34,200, which by the time we exclude toilet cleaning activities (1512 counts over 18 weeks), this gives an indicated 16,344 users since the facility was opened.

## 6. **Katikati Long Term Plan Submission**

Attached for information is the Katikati Community Board Submission to the 2018-2028 Long Term Plan. I will be speaking to the submission at Council on Thursday 19 April 2018.

**Attachment B**

## 7. **Community Matching Fund**

It's coming up to Community Matching Fund time again. Council has \$100,000 to assist community groups achieve their goals. This year the fund is open from 12 June - 12 July. Decisions will be made by 30 August 2018 and all successful applicants will be notified within two weeks of this date through their nominated contact person. As in previous years, \$40,000 of this fund is tagged for environmental projects.

A media release will advertise the fund a month before the opening date. Application forms and guidelines will be on Council's website and hard copies will be available from Council service centres at the same time.

Each application should be completed in line with the fund guidelines which are on the website.

Council's Community Team encourages Community Boards to promote this fund, when talking to your communities as it is set up specifically for them and their groups. We have found "word of mouth" to be the most effective way of advertising so please let your networks know. Also, please note, Community Board Grants Policy (CPM 04.09.00) states that: "Groups will only be eligible for Community Board Grants if they have not received any other Council grant in that financial year." As we did last year, a list of successful applicants will be forwarded onto Community Boards after applicants have been advised, to assist you in meeting the requirements of this policy.

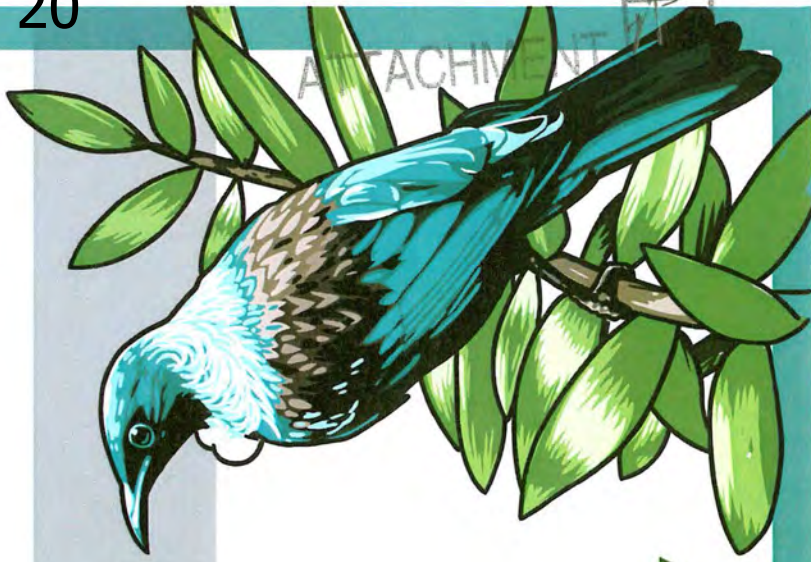
## Recommendation

*THAT the Chairperson's Report to the Katikati Community Board for May 2018 be received.*

Jenny Hobbs  
**Chairperson**  
**Katikati Community Board**

# Katikati Library and Community Hub

*- The journey so far ...*







Western Bay of Plenty  
District Council



# 3D Developed Design







# Town centre plan for Katikati





# Key milestones to 2016

## Katikati LIBRARY and COMMUNITY HUB - PROJECT-

A new place to meet, learn and connect

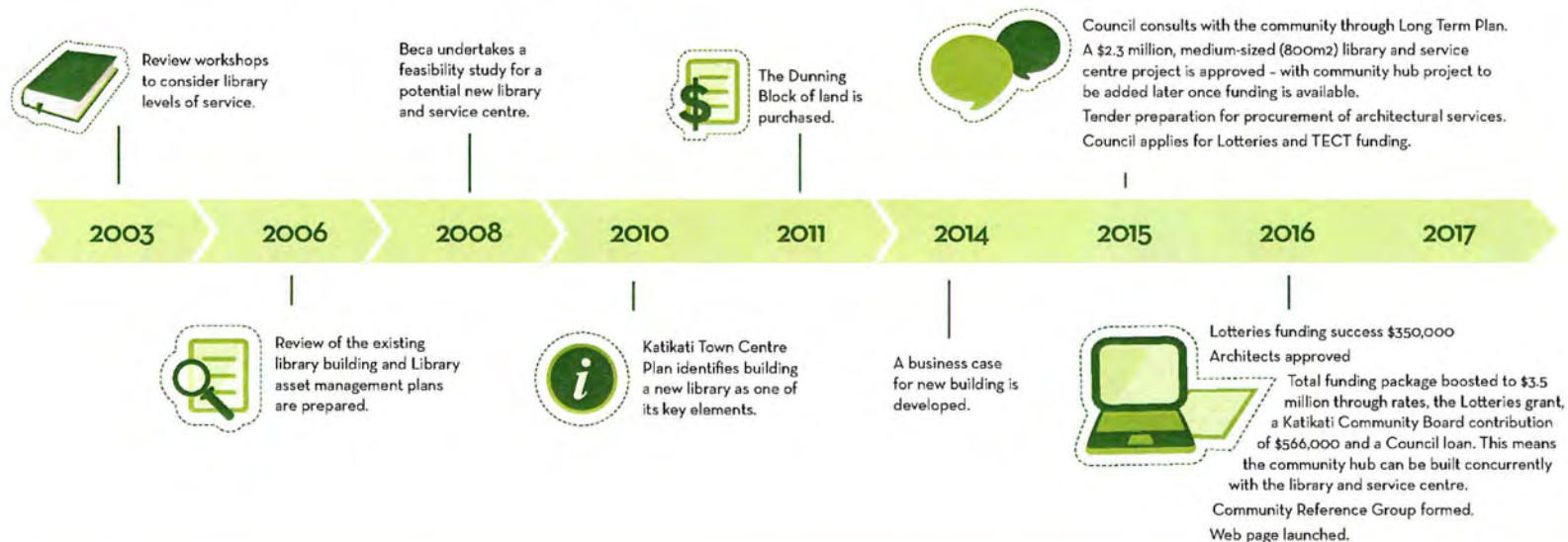


Planning for a new library and community hub for Katikati is underway and we've reached the point of determining how these community spaces will be used.

The new \$3.5 million development replaces the 'old' library and service centre on Main Street. It consists of an 800m<sup>2</sup> library and service centre and a 400m<sup>3</sup> community hub.

This is a project that's more than 13 years in the making.

### KEY MILESTONES TO MAY 2016:



#### WHAT HAPPENS NOW:

- Public information meeting.
- Online community discussion forums.
- Community Reference Group meets regularly with project team to share community feedback.
- The architects use this information to help shape the building.
- Report goes to Council for approval through to construction phase.
- When approved by Council, the project will then go out for tender.
- Construction may begin by the end of the year and is expected to take about eight months.







# Where we are now

Katikati's new library and community hub is almost a reality.

In August the centre will open - combining an interactive library space, a service centre and a multi-use community hub.

Completion of the complex will provide the focus for a new town centre with linkages to the Western Bay Museum and the new arts centre (former library building) in the Main Street.

The centre gives Katikati a unique landmark focused on community learning, digital space and social interaction.

The new library and community hub builds on the town's literary and cultural past - continuing a 103-year journey from the original library building that opened in 1914. While the new complex builds on the past, it heralds a new era of learning and digital experience in a highly technological world.

The library and community hub straddles both worlds - giving the Katikati community a place where everyone can feel comfortable in the traditional library environment or explore new learning in digital online experience. More space means the building provides learning and interactive space for school children, students and migrant communities and older residents.

More space provides for meeting rooms for community groups and the potential for co-location of community services.

## Suggested Names

- The proposed name - Patuki Manawa - The Beating Heart signifying the chambers of the heart - the new library, the Western Bay Museum, the new creative arts (old library building) and the town centre.
- An alternative: Te Akatea (The Vine): This was suggested by Ben Wilson.

## Timeline

- 1879: Historical journey of library from a room in a house
- 1883: Move to Orange Hall, Macmillan Street
- 1914: Moved to Uretara Domain
- 1955: New Memorial Hall
- 1987: First dedicated library building was built on the reserve opposite the Memorial Hall where it has been until today
- 1996: Extension added for the Visitor Information Centre.
- 2017: Blessing and site works
- 2018: Current building concept plans and construction time line
  - Sod turning
  - Construction start
- 2018: Planned opening - new facility.

ATTACHMENT X







# Facebook feedback - Pātuki Manawa

- Reach: 8,556
- Total interactions: 767

**Western Bay of Plenty District Council**  
 Published by Janelle Jeffcoat | ? | 16 August at 15:42

'Pātuki Manawa' means the beating heart. Our hope for the new Library, Service Centre and Community Hub is for it to become the heart of Katikati. Use the reaction buttons below to let us know if you like this name, or comment with your own ideas!



8,556 people reached [View Results](#)

134 Reactions 31 Comments 20 Shares

Like Comment Share

**8,556** People Reached

**287** Reactions, comments & shares

**131** Like

**32** Love

**3** Wow

**3** Sad

**6** Angry

**92** Comments

**20** Shares

**480** Post Clicks

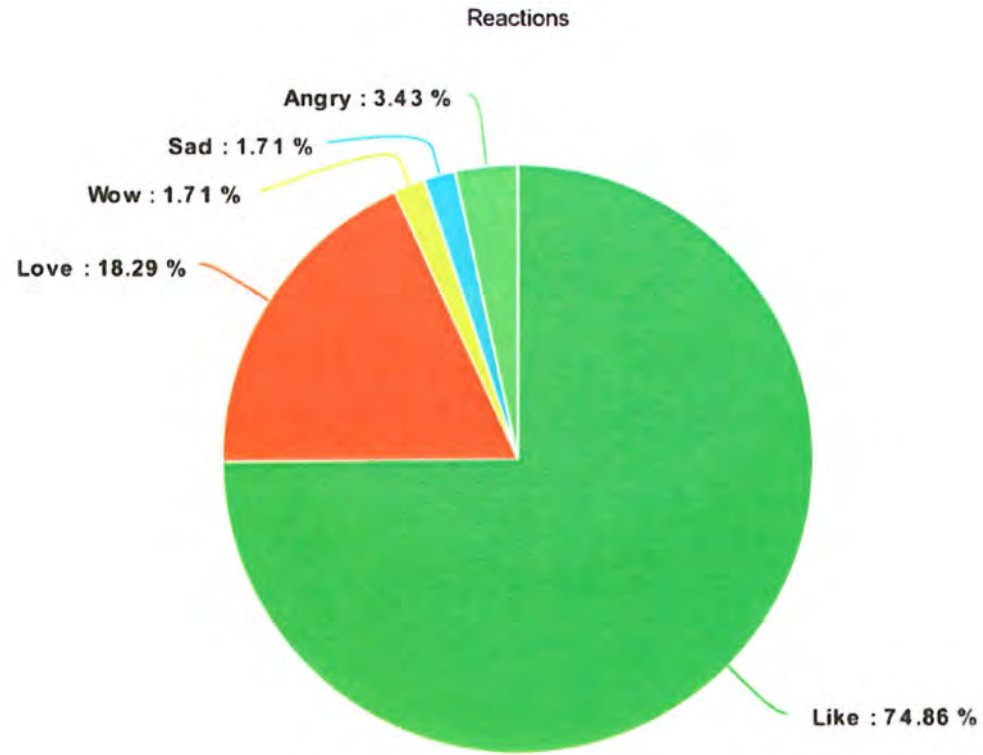
**127** Photo views

ATTACHMENT

25



# Facebook feedback - Pātuki Manawa



## Suggested Names:

- Centre Point x3
- Centre Place
- The Centre
- Community Centre
- The Hub
- Library McLibraryFace
- Katikati Library
- Library and Council
- Katikati Library with Patuki Manawa underneath



**Western Bay of Plenty  
District Council**



ATTACHMENT  
A





# Standards for New Zealand Public Libraries: Māori Service Standards; Buildings

## Responsibilities - Local Authority

- To provide a library, which will serve the identified needs of the Māori community and
- which is efficient, flexible, attractive, functional, expandable and which is reflective of New Zealand's bicultural character.

## Responsibilities - Library Manager

- To provide signage in Te Reo Māori
- To consult with Māori on the library design and where appropriate, incorporate Māori learning styles
- **To consider the use of Te Reo Māori in the naming of new library buildings**
- **To liaise with Māori groups regarding blessing protocols throughout the process of construction and opening.**

## Performance indicators

- The building is regarded as welcoming and comfortable by Māori and non-Māori in the community
- All major signage is bilingual.

Christchurch City Council approved the name Tūranga, which was gifted by Te Ngāi Tūāhuriri Rūnanga and reflects the relationship with Whitireia, the traditional name for Cathedral Square. Te Matariki Clendon Library - was opened in 2005.





# The rationale behind the brand

## - *Creating a visual identity*

To build goodwill towards the new library complex it needs to have its own unique identity.

The community should have a sense of pride and ownership towards the complex and that's unlikely to happen if it's visually depicted as a piece of Council infrastructure.

The brand should have the intent of moving the community forward, rather than paying tribute to the past, which often happens in smaller communities.

It should have strength and it must be in keeping with the current town themes (as for example Portraits of Our Place; Katikati Murals and Haiku Walkway).

The library/hub complex should be complimentary to them, or add more depth and dimension to the town's story.

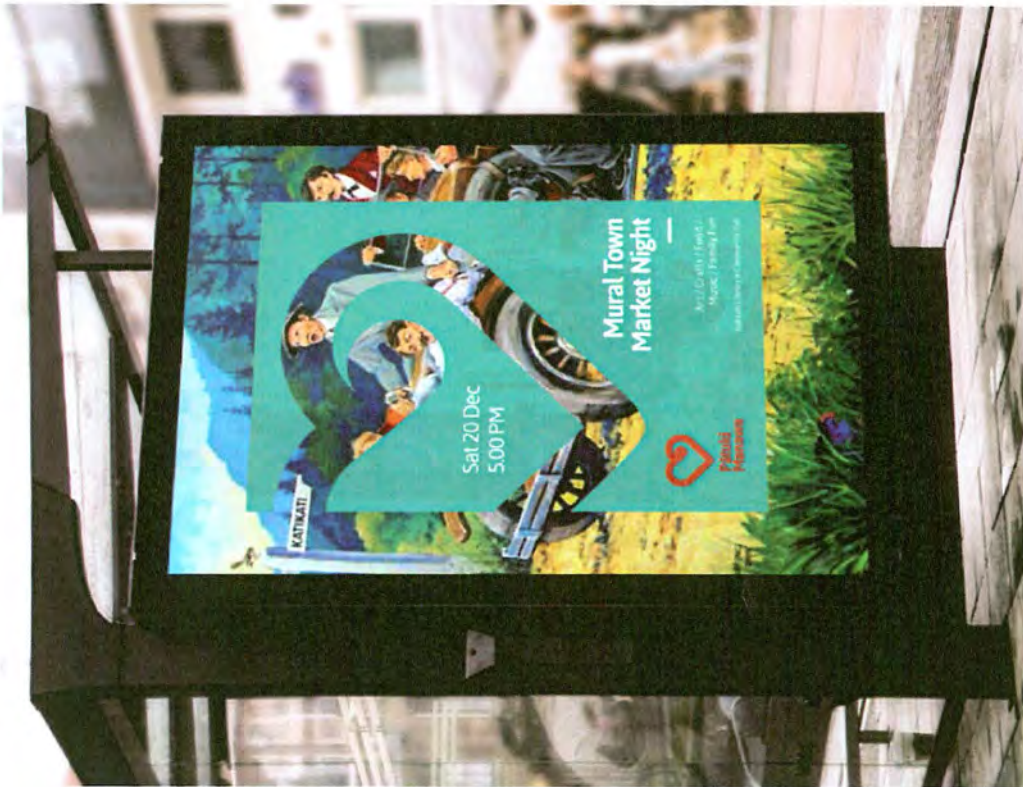
The building can have a contemporary and creative approach to balance the rich, historical depictions so central to the town's identity. Elements of the visual identity:

- The logo and elements
- Definition of the colour palette and fonts
- The brand story and narrative as a promotional piece, suitable for print.
- Brand application - Environmental: signage and graphic elements of the structure and site
- Brand application - Communications: guide to printed collateral look and feel.





# Devicich design for the proposed name - PĀTUKI MANAWA



ATTACHMENT A



# Pātuki Manawa







# The build progresses



12<sup>th</sup> April 2018

Submission to the Western Bay of Plenty Long Term Plan 2018 – 2028

Jenny Hobbs – Chairperson  
Katikati Community Board  
242 Lindemann Road, RD3, Katikati  
Phone: 075494510; 021549191  
jenny.hobbs@westernbay.govt.nz

- Wants to see work on the Katikati Town Plan begin in 2019 with support from staff for facilitation and coordination of community consultation events to develop an inclusive and visionary document (similar to those produced in the previous plans):
  - Katikati – The New Picture 2000
  - The Draft Katikati Town Centre Plan 2010
- CB supports Option 2 for Debt Management
- Supports urgent action on the development of the Moore Park expansion and a multisport facility at Moore Park
- Supports Long Term district-wide funding of the Western Bay Museum, initially at 70K per year for the first 3 years
- Supports Option 2 in the proposal for funding arts and culture
- Supports Katikati Community Centre’s request for increased funding and would like to see the area of benefit expanded for the targeted rate
- Supports any initiative to build the Katikati Bypass
- Supports the building of an Aquatic Centre in the Western end of the district to meet the needs of the growing populations in Waihi Beach, Katikati and Omokoroa.
- Supports the inclusion of the Highfields Stormwater pond conversion to a recreational lake and wetland area.
- Supports the rapid completion of Katikati’s urban cycleway network and a third option in the consultation document that would see the available funding doubled.
- Would like to see early plans for Urapa and Cemetery developed, as current space is dwindling. As part of the Beach Road loop cycle and walkway the Board wants to see vehicular access to the crossing point to current Urapa Tu Tai Tuk for community members to access grave sites.



- Supports the development of a long term vision for the Katikati Bird walkway/ Yeoman walkway / privately owned wetland area to ensure all decision making and work undertaken will protect and preserve the sensitive environment as a wild life corridor for future generations.
  
- Supports the development of the proposed recreation reserve for walkers, hikers, orienteering groups, horse riders and mountain bikers within the Thompsons Track forest recreation reserve area led by a local Katikati steering group.

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## Western Bay of Plenty District Council

### Katikati Community Board

### Councillors Report – May 2018

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Councillor Mackay will provide a verbal report on the following items:

- Long Term Plan update
- State Highway Two Katikati bypass
- State Highway Two safety and congestion
- Residential development, Katikati and Omokoroa
- ANZAC Day commemorations throughout the District.

Peter Mackay  
**Councillor**  
**Katikati Community Board**

**Western Bay of Plenty District Council**

**Katikati Community Board**

**Community Board Grant Applications – May 2018**

**Purpose and Summary**

The Katikati Community Board is required to make a decision regarding applications for Community Board Grant Funding. Four applications have been received. Applications and supporting information for the respective Community Board Grants have been forwarded to members separate to this agenda.

**Funding Implications for Katikati Community Board**

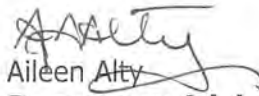
Grants will be funded from the Katikati Community Board Grants Account.

**Delegated Authority of Katikati Community Board**

The Community Board has delegated authority to make the grants directly.

**Recommendation**

- |       |  |       |         |       |         |       |         |       |         |
|-------|--|-------|---------|-------|---------|-------|---------|-------|---------|
| 1.    | <i>THAT the report from the Democracy Advisor dated 16 April 2018 and titled Community Board Grant Applications May 2018 be received.</i>  |       |         |       |         |       |         |       |         |
| 2.    | <i>THAT the Katikati Community Board approve the following grant to be funded from the Katikati Community Grants 2017/2018 account subject to all accountabilities being met.</i>            |       |         |       |         |       |         |       |         |
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| ..... | \$.....  |       |         |       |         |       |         |       |         |

  
Aileen Alty  
Democracy Advisor

## 1. Background

The Katikati Community Board has funds of \$8,000.00 available for disbursement to community organisations for the 2017/2018 financial year. In November 2017 the Board committed \$3,404.00 to the Katikati Memorial Hall Committee for new lighting and \$500.00 to Christina Productions for community activities which leaves a balance of \$4,096.00.

FOUR applications have been received for the Board's consideration at their meeting to be held on Wednesday 2 May 2018.

- **Terelle Carroll** has applied for funding of \$2,000.00 to assist with the associated costs for organising celebrations of recognising 125 years since New Zealand became the first self-governing country in the world in which all women had the right to vote in parliamentary elections. The group is also looking at establishing a scholarship in recognition of the suffrage movement.
- **Lorraine Julie Langford** has applied for funding of \$3,000 for cost associated with putting on a Christmas Market.
- **Katikati Justices of the Peace** have applied for funding of \$1,500 for expenses incurred for undertaking duties as a Justice of the Peace.
- **Katikati Cancer Support Group** have applied for funding of \$500 for the tutor /instructor for the weekly exercise classes for women diagnosed with cancer.

## 2. Statutory Compliance

Under the Local Government Act 2002 – Schedule 7 – Delegated Authority to Boards – the Katikati Community Board has delegated authority.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail
Community Board Grants Funds	The Community Board will consider applications for the distribution of the funding before the end of the financial year.
Katikati Community Board Grants Fund	Annual Budget \$8,000 Current Balance \$4,096



### 3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
-Terelle Carroll -Lorraine June Langford -Katikati Justices of the Peace - Katikati Cancer Support Group	The applicants will be advised of the outcome of their respective grant application.	

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**Western Bay of Plenty District Council****Katikati Community Board****New Library Project Update**

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**Purpose and Summary**

This report has been prepared to provide the Community Board with a project update and additional information following the success in receiving a grant from The Lion Foundation.

**Recommendation**

- |   |
|---|
| <p><b><i>1. THAT the Customer Relationships Manager report dated 16 April 2018 and titled New Library Project Update be received.</i></b></p> |
|---|



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Barbara Whitton  
**Customer Relationships Manager**

## 1. Update – Lion Foundation Funding

At the end of March we received notification that our funding application to the Lion Foundation had been partially successful, and were we advised that our application was approved for \$50,000 towards operable walls/doors, kitchen joinery and furniture for the community hub. Our original application was for a total of \$149,278 as detailed below:

<b>Priority 1</b> Two soundproof doors (hub building)	\$101,278
<b>Priority 2</b> Community Hub joinery, sink, tapware & appliances (for kitchen)	\$29,600
<b>Priority 3</b> Community Hub furniture	\$18,400
<b>Total</b>	<b>\$149,278</b>

We had earlier prioritised the operable walls as the most important need, and have since notified the contractor to include one operable wall into the project. Tracks (for both walls) had already been budgeted for, and we are now able to fund the installation of the longest operable wall at a cost of \$50,075.

## 2. Future plan to remain within budget

It continues to be necessary to exclude other items from the project until alternative funding is found. At this point this includes:

Item	Cost	'Drop dead' decision date
2 <sup>nd</sup> operable walls	\$40,000	6 April 2018
Community hub joinery, sink & tapware (kitchen)	\$10,800	18 May 2018
Community hub appliances (kitchen)	\$18,800	18 May 2018
Community hub furniture	\$18,431	NA
External bench seats (x 6) of current design	\$11,350	NA

## 3. Current status

The latest financial report (from Crowther & Company), supplied to the project control group for the 17 April meeting shows expenditure at expected levels for this stage of the project:

Construction budget	50%
Professional fees	81%
Consents & council fees	100%
Fit-out (FF&E)	0%
Contingency	34%
Digital Enablement	18%
Lion Foundation	0%

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**Western Bay of Plenty District Council****Katikati Community Board****Animal Services Activities-Katikati-  
January- March 2018**

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**Purpose and Summary**

The Board requested that a summary report on monitoring and infringements relating to dog control in the immediate Haiku Pathway area be provided.

This report summarises the animal services activities in Katikati Township and highlights activities in relation to the Haiku walkway.

**Recommendation**

- 1. THAT the Compliance and Monitoring Managers report dated 13 April 2018 and titled Animal Services Activities Katikati- January- March 2018 be received.***



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Alison Curtis  
**Compliance and Monitoring Manager**



## 1. Background

The Katikati Leader detailed in a letter to the editor in 2017, a dog attack that killed a cat on the Haiku walkway. The attack was not reported to Animal Services, however, staff were subsequently able to obtain details of the attack and identify the dog and owner.

A number of complaints were made to Council following this article to Council about dog and owner behaviour on the walkway.

This attack highlighted to the community that the Haiku walkway was not a controlled area under Council's Dog Control Bylaw.

A number of actions have been taken to address community concerns.

## 2. Summary of Activities

Following the reported attack and following incidents a number of actions were taken to increase public awareness of requirements.

### Signage

Additional signage has been provided on the main public access points to the walkway bringing the number of dogs on leads signs to six (6) on the walkway. The signs detail that "Dogs must be under control at all times". New signage has also been installed regarding horses on the reserve and a dog poo bag dispenser has been installed.

### Monitoring:

There is not a dedicated resource in Katikati to monitor dog activities, however increased monitoring of the Katikati Township by animal services officers was undertaken following the incidents. The animal services officer for the wider area has made regular patrols of the township and the haiku walkway.

Animal service customer complaints

The following table details the number of animal services customer enquiries over the three month period January 2018- March 2018, for the Katikati Township.

<b>Service enquiry type</b>	<b>January 2018</b>	<b>February 2018</b>	<b>March 2018</b>
Attack on animal	0	0	0
Attack on person	0	0	0
Aggressive behaviour	2	0	0
Barking	10	5	3
Lost and found	4	3	2
De-sexing	1	0	0
Microchipping	1	0	2
Welfare concern	1	1	0
Stock	1	0	0
Other	2	3	2

No attacks were reported on animals or persons in the three month period.

One complaint was made in relation to the Haiku Walkway in this quarter. This reported incident was of dog aggressive behaviour – the dog that displayed aggressive behaviour was a poodle. The dog owner has been given a warning.

Further actions proposed in relation to dog activities:

A Katikati Parking and Bylaws officer position will be advertised this month. The parking officers' duties have been increased to include bylaws, and monitoring in the town centre for dogs on leads and dogs under control. It is proposed to include the Haiku Walkway within the patrol area.

The Policy and Planning work programme has been varied to include work to be undertaken later in 2018, in relation to an amendment to the current Dog Control Bylaw. The proposal is to amend the Bylaw to include dog on lead requirement for the Haiku Walkway.

Pre-engagement will be undertaken with the community on the extent of the controlled area as part of the policy work programme.

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**Western Bay of Plenty District Council****Katikati Community Board****Options to Change Unformed Thompsons Track Road to  
Recreation Reserve**

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**Purpose and Summary**

Council owns a section of unformed road which runs through the Kaimai-Mamaku Forest Park. The area of road proposed to be stopped is shown in black outline on the attached plan.

**Attachment A**

This report has been prepared to provide an outline of the process and statutory requirements to change the road to Recreation Reserve, as requested by the Katikati Community Board in their meeting of 19 July 2017. This request is recorded as minute K6.3.1.2.

**Funding Implications for Katikati Community Board**

As the Katikati Community Board have requested the road stopping, the application fee for the process and the associated costs will need to be covered by the Katikati Community Board.

**To Make Recommendations**

The delegated authority to proceed with the Road stopping under the *Public Works Act 1981* process lies with Council's Chief Executive Officer. The Board may make a recommendation that the road stopping process is initiated.

**Recommendation**

- 1. THAT the Legal Property Officer's report dated 5 April 2018 and titled Options to Change Unformed Thompsons Track Road to Recreation Reserve be received.**
- 2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.**
- 3. That the Katikati Community Board recommend to Council, that consideration be given to the commencement of the Road Stopping Process and the setting aside of that land for Reserve.**



Date  
Subject

5 April 2018  
Options to Change Unformed Thompsons Track Road to Recreation Reserve

**Open Session**



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Corey Stevens  
**Legal Property Officer**



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Peter Watson  
**Reserves and Facilities Manager**

**Approved**



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Gary Allis  
**Deputy Chief Executive**

## 1. Background

- 1.1 Council owns approximately 7 kilometres of Unformed Road – Thompsons Track Road adjacent to Section 7 Block IV Aongatete SD; Lot 1 DPS 64529; Crown Land Survey Office Plan 48402 and Part Section 8 Block IV Aongatete SD.
- 1.2 Thompsons Track crosses the Kaimai Ranges between Manawaru and Katikati. Approximately 6km of the track falls within the Matamata Piako District.
- 1.3 All adjacent blocks are vested in the Department of Conservation and form part of the Kaimai - Mamaku Forest Park.
- 1.4 The Unformed Road is popular with recreational users who utilise the Road for mountain biking, tramping and off-road vehicles and other activities. Council has no identified current or future need for the land as road.
- 1.5 The extensive use of off-road vehicles on the unformed road has left the road in a state of disrepair. It is thought that tighter controls around vehicle use in the area may improve the safety of all recreational users.

## 2. Legislation and Council Policy

- 2.1 Council may choose to progress the road stopping under the provisions of the *Public Works Act 1981* or under the *Local Government Act 1974*. Both legislative processes are set out as follows.
- 2.2 Section 116(1) of the *Public Works Act 1981* provides that the Minister may, by notice in the Gazette, declare any road or part of to be stopped. As per LINZS1502 (Standard for Stopping or Resumption of Road), Council may request that the Minister uses the provisions of the *Public Works Act* to stop road.
- 2.3 Section 116(2) of the *Public Works Act* states that a declaration shall not be made unless at least 10 working days' prior notice has been given to every territorial authority whose district adjoins the road. Further, the written consent of adjoining land owners, who will not be left with adequate road access, needs to be obtained.
- 2.4 The *Public Works Act* provides for disposal of land that is no longer required for public works. These provisions are not thought to apply due to the intention to create a reserve as a public work.
- 2.5 Section 52(4) allows for Council to request in writing to the Minister that land held by Council (not being road), that is required for a public work, be declared to be set apart for that other local work. Every request shall contain particulars of the land that is affected, the work for which it is held, and the work for which it is proposed to set the land apart.

- 
- 2.6 Pursuant to section 342 of the *Local Government Act 1974* Council may stop - in the manner provided for in Schedule 10 - any road, or part of, in the District. Prior consent from the Minister of Lands is required if the road is in a rural area.
- 2.7 The Council may either sell or lease the stopped road to the adjoining land owner (Section 345, Local Government Act 1974). If no such owner is willing to purchase or lease the land then Council may apply that land to any purpose which Council may apply land such as Reserve.
- 2.8 Schedule 10 requires extensive consultation with the public and other affected parties, this is set out in part at 4.2. If any objection is received the Council must decide whether to uphold the objection.
- 2.9 If any objection is not upheld, Council must send the objections together with the plans and a full description of the proposed alterations to the Environment Court. The Environment Court will consider all materials including the District Plan and confirm, modify or reverse the decision of Council.
- 2.10 Should Council proceed, and are successful in changing the Road to Reserve. Council will be able to apply its *Reserves and Facilities Bylaw 2012* which allows for restrictions of vehicles in Reserves.

### **3. Other Considerations**

- 3.1 Council will be required to provide an approved survey plan to accompany and road stopping proposal. Council will need to pay for the approved survey and any other associated costs.

### **4. Consultation and Communication**

#### **4.1 Public Works Act 1981**

If the Road Stopping is to be carried out in accordance with the Public Works Act 1981, no public notification or consultation would be required.

The Matamata Piako District Council would need to be notified as a Territorial Authority whose district adjoins part of the land proposed to be stopped.

The Department of Conservation, being the adjoining land owner, would need to give written consent to the stopping as adequate road access would not be provided to all of their adjoining land parcels. The Department of Conversation may request that the stopped road be amalgamated into the Kaimai- Mamaku Forest Park.

#### **4.2 Local Government Act 1974**

Road Stopping under the provisions of the Local Government Act 1974 requires significant consultation with both the adjoining land owners and the general public.



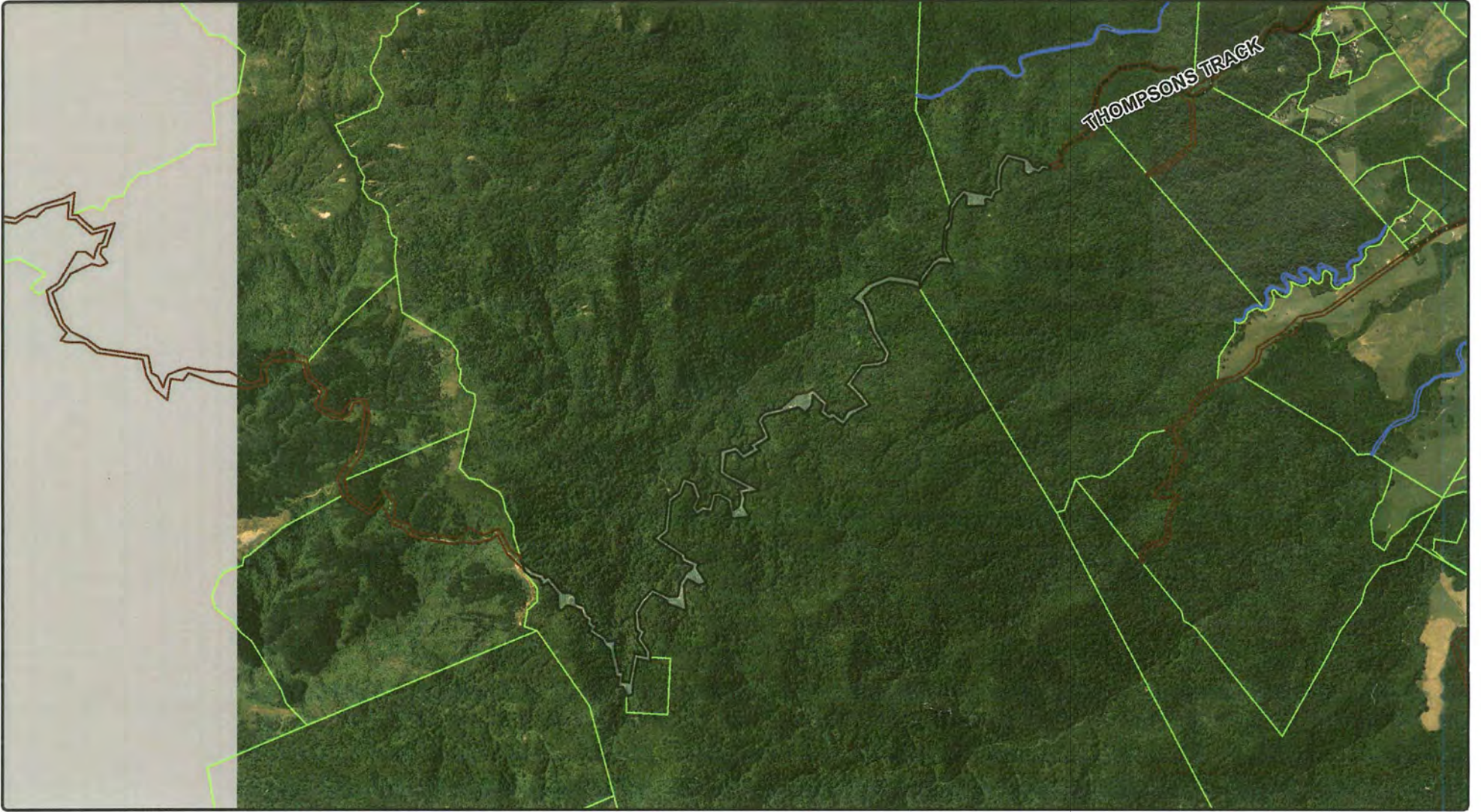
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Council would be required to have a plan of the proposed stopping approved by the Chief Surveyor and:


*"open the plan for public inspection at the office of the council, and the council shall at least twice, at intervals of not less than 7 days, give public notice of the proposals and of the place where the plan may be inspected, and shall in the notice call upon persons objecting to the proposals to lodge their objections in writing at the office of the council on or before a date to be specified in the notice, being not earlier than 40 days after the date of the first publication thereof."*

- Schedule 10, Local Government Act 1974

Council would further be required to place a notice, of the proposed stoppage, in a conspicuous place at each end of the road. The notice must remain in place from the first public notification and the expiration of the last day for lodging objections.



Produced using ArcMap by the Western Bay of Plenty District Council GIS Team.  
 Crown copyright reserved. LINZ digital license no. HN/352200/03 & TD093522.  
 Location of services is indicative only. Council accepts no liability for any error.  
 Archaeological data supplied by NZ Archaeological Assoc/Dept. of Conservation.

Date: 05/04/2018  
 Operator:  
 A4 Scale 1: 25,000  
 0  1,250 Meters





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**Western Bay of Plenty District Council**  
**Katikati Community Board**  
**Infrastructure Services Report Katikati**  
**May 2018**

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### **Purpose and Summary**

This report provides specific information on infrastructure activities of interest to the Board.

### **Minute Action Sheets**

The current Board Minute Action Sheets are attached to this report. The resolution to receive this report includes receipt of the Minute Action Sheets. **Attachment A**

### **Recommendation**

- 1. THAT the Deputy Chief Executive Officer's Report dated 16 April 2018 and titled Infrastructure Services Report Katikati May 2018 be received.***



Approved

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Gary Allis  
**Deputy Chief Executive**



## **1.0 Utilities**

### **1.1 Water Meter Installation Project - WSZ (Western Supply Zone)**

The installation of water meters in the Waihi Beach, Pio Shores, Athenree and Katikati towns is nearing completion. The work crews are also installing meters and removing cross connections, and upgrading backflow devices in the surrounding rural areas to complete the project.

There will be no charge to the customer for this work. This work unfortunately will require additional construct time to complete. The aim is to have work completed by 30 June 2018. Council would like to thank residents for their assistance throughout this project.

### **1.2 Ongare Point Wastewater Scheme Preliminary Investigations**

Currently a Septic Tank Effluent Pump (STEP) wastewater system is proposed for the Ongare Point community. Resource Consents have been granted by the Bay of Plenty Regional Council and Western Bay of Plenty District Council for the construction of the treatment plant, reticulation and treatment plant discharge.

Construction on reticulation began in early April 2018. The design for the Treatment Plant is currently being finalised taking into account the consent conditions. Treatment Plant construction will begin in May 2018.

### **1.3 Katikati Wastewater Treatment Plant Resource Consent Renewal**

In May 2016, Council lodged an application with the Regional Council to renew the Consent for discharge of treated wastewater for a 20-year term. Staff have received draft Consent conditions for review.

The draft Consent conditions submitted with the application requires Council to look at alternative options for the long-term discharge of the treated wastewater from the Katikati Wastewater Treatment Plant.

A working group has been formed that includes Tangata Whenua, Councillors and Community Board representatives. The group will meet on a regular basis to assess the various options available. Meetings held to date have discussed beneficial reuse of wastewater and were productive. A site visit was undertaken in August 2017. Potential sites have been narrowed down for the beneficial reuse option and these sites will be investigated further. The next meeting is scheduled for 17 April 2018. At this meeting the group will set the 2018 work programme.

### **1.4 Thompsons Track Pump Station**

Improvements to the water supply boost pumps including storage tanks to be completed in May.

### **1.5 Wills Road Wastewater Pump Station - Katikati**

Emergency Storage Tanks. Tanks have been installed and to be commissioned mid-April. Electrical cabinet to be replaced after tanks commissioned.

### **1.6 Katikati Recycling Centre**

During the month of March 2018 Vehicle numbers entering the Katikati site have steadily increased, with Vehicle numbers in excess of 375 being recorded during a three hour period. An increase in glass being brought to the site is seen as part of the increased numbers, but also may be a reflection on the number of property owners choosing to cancel their private arrangement with kerbside operators.

While the increase in customers bring their commodities to the centre is positive outcome, with less going to landfill the traffic flows and vehicular movements within the centre while off-loading their recycling is posing a significant risk to both the public and staff who manage the centre.

During the month of May, Council staff intend running a trial every Thursday by extending the opening hours of the recycling centre from 9.00am to 4.00pm. On these days a survey will be conducted with customers being asked to participate in a short survey to understand the recycling habits of the Katikati community and to gauge if they will use the centre on a Thursday afternoon.

A sign will be place on the gate next week announcing the trial during the month of May and handouts will be made available to the public at the centre as well.

The survey results will be analysed during the month of June and the subsequent findings will be shared by way of a report with the Community Board and Councillors.

## **2.0 Reserves**

### **2.1 Kauri Point Jetty – Walkway Re-Decking**

There has been no changes from the previous update in March. The timing for the completion of the jetty re-decking is dependent on the outcome of the Kauri Point Jetty access road landslip repairs implementation. The unfinished section of the jetty walkway deck is being regularly monitored to ensure it remains safe to use.

### **2.2 Haiku Park to Henry Road Cycleway/Walkway**

There has been no changes from the previous update in March. An information sign design concept has been prepared by a local Katikati artist and is being reviewed by staff. Final design and installation will be determined by June 2018.

## **3.0 Strategic Property**

### **3.1 Katikati Library**

The works are progressing well, on time and on budget.

## **4.0 Development Engineering and Projects**

Nothing new to report this month.

## **5.0 Emergency Management**

### **5.1 Training**

CDEM Inductions have been run for Western Bay of Plenty District Council staff.

### **5.2 Exercise Ruapehu – Volcanic Ash Fall**

39 staff from Western Bay of Plenty District Council took part in the exercise.

### **5.3 WBOPDC Lunchtime talk: NZ's Volcano and Earthquake Problem**

EMBOP staff organised for GNS volcanologist Brad Scott to present on geological hazards in the Bay of Plenty to 35 Western Bay of Plenty District Council staff in the Council Chambers on 5 March.



#### 5.4 Cyclone Hola

As with ex-tropical Cyclone Gita, the wider EMBOP team undertook pre-event planning for the arrival of Tropical Cyclone Hola. While there was a strong wind warning and heavy rain watch in place for the Bay of Plenty, there were no significant impacts.

### 6.0 Rooding

#### 6.1 Katikati Town Centre Improvement

NZTA recently sent letters and plans to affected residents along the bypass designation.

The Government has released its Government Policy for Transportation statement and WBOPDC is requesting clarification regarding funding (land acquisition and/or capital works).

#### 6.2 Community Rooding Katikati

Fairview Road kerb and channelling design complete. Awaiting Community Board approval.

Minor design and pricing variation for Stewart Street currently being undertaken by WestLink.

#### 6.3 Community Road Budget

<b>Current Account:</b>	
Current Account Opening Balance 1 July 2017	\$169,974
Allocation for 2017/18	<u>\$158,945</u>
<b>Subtotal</b>	<b>\$328,919</b>
<b>Less:</b>	
Library Footpath and Plaza - Resolutions K18.9	\$150,000
Commitments – street tree planting	\$10,000
Flag Trax System K21.7	\$17,116
Fairview Road Kerb & Channel K617.7	\$96,000
Stewart Street Widening K617.7	\$140,000
Indicative NZTA Minor Improvement Subsidy	-\$118,000
Projected Current Account Balance 30 June 2018	\$33,803
<b>Talisman Drive Loan:</b>	
Loan fully repaid as at 30 June 2017	NIL



# Community Board Report

## KATIKATI COMMUNITY BOARD 19/07/2017

Remit Title	<b>Options for Changing Designation from Road Reserve to Recreation Reserve</b>
Remit Number	K617 3.1.2
Owner	RFM
Status	COMPLETE
Complete Date	16 April 2018
Confidential	
Resolution	That the Chief Executive Officer be requested to provide a report on the options relating to move a change in the designation from road to recreation reserves for further consideration by the Board.
Actions	<p><b>16 April 2018: A report on the change of designation process has been completed.</b></p> <p>28 Feb 2018: Staff have prioritised the report to go to the next Community Board meeting.</p> <p>17 January 2018: No change.</p> <p>7 Nov 2017: The report has been delayed due to the current staff workload.</p> <p>13 Sept 2017: The report is in the process of being prepared.</p> <p>15 August 2017: A report will be provided to the Community Board once the background information has been gathered on the process to change Thompson's Track unformed road to reserve. Note that this process will require consultation.</p>

**KATIKATI COMMUNITY BOARD 19/07/2017**

Remit Title	<b>Katikati Community Roding Programme</b>
Remit Number	K617 7
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>1. THAT the Transportation Operations Manager's report dated 23 June 2017 and titled Katikati Community Roding Programme be received.</p> <p>2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.</p> <p>3. THAT Fairview Road kerbing along the frontage of Moore Park be adopted as first priority at a total estimated cost of \$96,000 in the Minor Improvement Project category, with \$48,000 to be covered by the Katikati Community Roding Account.</p> <p>4. THAT Stewart Street Widening to 8m with kerbing and a footpath be adopted as second priority at a total estimated cost of \$140,000 in the Minor Improvement Project category, with \$70,000 to be covered by the Katikati Community Roding Account.</p> <p>5. THAT staff report back to the Katikati Community Board on options and more detailed estimates for widening Henry Road and for constructing a footpath on Beach Road between Prospect Drive and McMillan reserve.</p>
Actions	<p><b>11 April 2018: Refer to the Katikati Community Roding Programme Report.</b></p> <p>1 March 2018: Henry Road and Beach Road footpath options are currently on hold as Council's priority for WestLink at this time is to focus on the Omokoroa to Tauranga Cycleway Project due to the timing of funding.</p> <p>15 January 2018: No change due to work overload.</p> <p>1 Nov 2017: Awaiting pricing from WestLink.</p> <p>4 Oct 2017: No change since last month's update. WestLink are still in the process of finalising pricing for Fairview Road kerb and channel and Stewart Street widening.</p> <p>12 Sept 2017: WestLink are finalising pricing for Fairview Road kerb and channel and Stewart Street widening. A report and price options for Henry Road and Beach Road Cycleways will be provided at the next Community Board meeting in November.</p> <p>11 August 2017: Staff are undertaking final negotiations relating to price and programming for the Fairview Road kerb and channel project and the Stewart Street widening and will report back to the Community Board on priced options for Henry Road and Beach Road footpath/cycleways.</p>

**KATIKATI COMMUNITY BOARD 11/10/2017**

Remit Title                    **Bird Walk Erosion**

Remit Number                K817 3.4

Owner                         RFM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    The Chairperson advised that at a recent meeting of the Katikati Trails Committee an option to re-shape the walkway around the slip area, with consideration given to installing a bridge or double pipe crossing to alleviate erosion was now being considered. The proposed re-shape of the area would involve removing and replanting some of the flaxes around the bottom of the proposed pathway.

It was important to consider the long term vision for the area and give consideration to the present bird life and future habitat environs.

Actions                        **18 April 2018: Staff continue to work with the Bay of Plenty Regional Council staff on erosion issues. Consideration is being given to put a floodgate on the culvert.**

22 Feb 2018: A site meeting is still being arranged.

15 January 2018: No change to previous update.

7 Nov 2017: Staff have met with the BoP Regional Council to discuss the proposed erosion protection works. It was concluded, based on water flow modelling, that the existing pipe was undersized and needed to be replaced with two larger pipes in order to reduce the water velocity as it flows with the tides. Reducing the velocity of flow ultimately reduces the erosion.

WBoPDC and BoPRC staff are arranging to meet the owner of the adjoining wetland to discuss the matter further.



**KATIKATI COMMUNITY BOARD 31/01/2018**

Remit Title	<b>Security Lighting for the Diggelman Park Toilet</b>
Remit Number	K1018 2.7
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board had been advised of concerns that the back of the new toilets were dark, and it was suggested that uplighting be placed at strategic spots to illuminate the building and to also show off the native trees at night.</p> <p>The Board was aware that the local Rotary Club had been responsible for uplighting the kauri tree in Diggelmann Park noting that additional lighting in the immediate vicinity of the new toilet block could be a community project and an approach would be made to them in this regard.</p> <p>It was also suggested that some protective barriers be placed around the native trees, to protect them as much as possible.</p>
Actions	<p><b>18 April 2018: Lighting options are being considered.</b></p> <p>28 Feb 2018: Staff are investigating options on how best to light up the area around the back of the toilets. Up-lighting will require excavation for the cabling.</p> <p>With regards to erecting protective barriers around the trees, this is not recommended as digging holes for the barriers exposes the tree roots to disease e.g. Kauri dieback disease and would detract from the aesthetics of the tree and create additional maintenance costs.</p>

**KATIKATI COMMUNITY BOARD 14/03/2018**

Remit Title                **Earl Drive Industrial Area Parking**

Remit Number            K1118 6.2

Owner                     RE1

Status                     UNDER ACTION

Complete Date

Confidential

Resolution                The Roading Engineer (East/West) advised that the current parking arrangements on Earl Drive would be evaluated and options considered to achieve a more functional roadway for the area and the industrial activities it served.

Actions                    **11 April 2018: Information received. Site meeting at Earl Drive arranged with Katikati Community Board for Friday 27 April 2018.**

**KATIKATI COMMUNITY BOARD 14/03/2018**

Remit Title                    **Bird Walk Erosion**

Remit Number                K1118 8.4

Owner                         RFM

Status                         COMPLETED

Complete Date              18 April 2018

Confidential

Resolution

The Chairperson advised that in July 2017 it was reported in the Infrastructure Services Report (Item 2.3) "that the Bay of Plenty Regional had agreed to undertake any erosion protection works under their generic work consent and had offered to manage the process on the basis that Western Bay of Plenty District Council paid for the physical construction work."

At the Katikati Community Board (K6 19 July 2017) Board members had commented that until the flow control gates were fixed the silting of the Uretara Stream and erosion of the bird walk embankments and pathways would continue and the Bay of Plenty Regional Council needed to address this situation.

The Board was under the impression that the work would be undertaken during the 2017/18 summer and this included putting in a new culvert pipe and associated work to allow water to flow, thereby removing the water turbulence caused by the small culvert pipe currently in place that resulted in the erosion of the embankments.

It was extremely disappointing that none of the proposed work had been undertaken.'

Actions

**18 April 2018: Noted. Further detail on this action has been reported in MAS K817 3.4**



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**Western Bay of Plenty District Council**  
**Katikati Community Board**  
**Financial Report Katikati – February 2018**

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**Purpose and Summary**

This report provides the Community Board with a six-weekly monitoring of its operational budget.

Attached are the financial statements for the period up to 28 February 2018 (**Attachment A**).

Total operational costs are lower than budget for the year, including contingency, grants, mileage allowance, security, street decoration and inter-department charges.

Salaries are over budget year to date.

**Grant payments made to date:**

	\$
Christina Productions	500
Katikati Memorial Hall	3,404
<b>Total grants to date</b>	<b>\$3,904</b>

**Committed - Operational expenditure**

	\$
ANZAC Day Commemoration Wreath	200
<b>Total outstanding operational commitments</b>	<b>\$200</b>

**2017/18 reserve analysis:**

2017/18 Opening balance	\$117,329
Allocate funding (up to \$10,000) for roof tiles on Diggelman Park public toilet block [K9.6.1]	\$(6,461)
<b>2017/18 Closing balance</b>	<b>\$110,868</b>

Date  
Subject

3 April 2018  
Financial Report Katikati – February 2018

Open Session

### Committed - Reserve expenditure

Council undertake a feasibility study (up to \$30,000) for the environmental enhancement of the Highfields Stormwater Detention Pond. To date \$19,950 has been spent [K11.3.6].	Up to \$(10,050)
CCTV cameras at the following locations [K4.7.2]: Beach Road and Park Road roundabout Moore Park Skatepark George Vesey Stewart Reserve	\$(16,098)
<b>2017/18 Closing balance after committed</b>	<b>\$84,720</b>

### Recommendation

***THAT the Management Accountant's report dated 3 April 2018 and titled "Financial Report Katikati – February 2018" be received.***

  
Christie Tromans  
Management Accountant

Approved

  
Ian Butler  
Finance Manager

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM

**Western Bay of Plenty District Council  
Draft Income and Expenditure Statement  
For the period ended 28 February 2018**

**Katikati Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Additional Levels of Service	0	0	0	<input checked="" type="checkbox"/>	0	0
Contingency - [see breakdown below]	150	3,664	3,514	<input checked="" type="checkbox"/>	5,500	6,706
Grants	3,904	5,336	1,432	<input checked="" type="checkbox"/>	8,000	8,000
Mileage Allowance	934	1,336	402	<input checked="" type="checkbox"/>	2,000	1,557
Salaries	17,601	16,672	(929)	<input checked="" type="checkbox"/>	25,435	26,570
Security	0	1,336	1,336	<input checked="" type="checkbox"/>	2,000	0
Street Decoration	2,181	3,136	955	<input checked="" type="checkbox"/>	4,700	5,448
Inter Department Charges	26,112	26,112	0	<input checked="" type="checkbox"/>	39,169	39,168
<b>Total Operating Costs</b>	<b>50,881</b>	<b>57,592</b>	<b>6,711</b>	<input checked="" type="checkbox"/>	<b>86,804</b>	<b>87,448</b>
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,204)
<b>Total Direct Costs</b>	<b>50,881</b>	<b>57,592</b>	<b>6,711</b>	<input checked="" type="checkbox"/>	<b>86,804</b>	<b>80,244</b>
<b>Total Costs</b>	<b>50,881</b>	<b>57,592</b>	<b>6,711</b>	<input checked="" type="checkbox"/>	<b>86,804</b>	<b>80,244</b>
<b>Income</b>						
Rate Income	59,166	57,872	1,294	<input checked="" type="checkbox"/>	86,804	97,502
<b>Total Direct Income</b>	<b>59,166</b>	<b>57,872</b>	<b>1,294</b>	<input checked="" type="checkbox"/>	<b>86,804</b>	<b>97,502</b>
<b>Net Cost of Service</b>	<b>8,286</b>	<b>280</b>	<b>8,006</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>17,259</b>
	0	0	0		0	0
<b>Contingency - breakdown</b>						
Katikati Hall Hire	23					
Advertisement for grant applications	127					
<b>Year to date contingency costs</b>	<b>150</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>117,329</b>					
Fund Diggleman Park Public Toilet synthetic roof tiles from KK Comm Brd per [K9.6.1]	(6,461)					
<b>(Decrease) Increase in year</b>	<b>(6,461)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>110,868</b>					



**Western Bay of Plenty District Council  
Formal Meeting Schedule 2018**

<b>MAY 2018</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Maketu Community Board	1 May	7.00pm	Maketu Community Centre
Policy Committee	2 May	9.30am	Chambers
Katikati Community Board	2 May	7.00pm	Katikati Library and Service Centre
Te Puke Community Board	3 May	7.00pm	Te Puke Library and Service Centre
Joint Road Safety Committee	8 May	10.00am	Chambers
Operations and Monitoring Committee	10 May	9.30am	Chambers
Council	17 May	9.30am	Chambers
<b>JUNE 2018</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>Queen's Birthday - 4 June</b>			
Omokoroa Community Board	5 June	7.00pm	Omokoroa Community Church
Community Committee	6 June	9.30am / 10.00am	Chambers
Katikati Community Board	6 June	7.00pm	Katikati Library and Service Centre
Long Term and Annual Plan Committee	7 June	9.30 am	Chambers
Waihi Beach Community Board	11 June	6.30pm	Waihi Beach Community Centre
Maketu Community Board	12 June	7.00pm	Maketu Community Centre
Policy Committee	14 June	9.30am	Chambers
Te Puke Community Board	14 June	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	21 June	9.30am	Chambers
Council - Adopt LTP	28 June	9.30am	Chambers